To:

The Head of Information Technology

BPR Bank Rwanda Plc

Head Office – Kigali

From: Joseph MUTANGANA

Student, Adventist University of Central Africa (AUCA)

Email: josephmutangana65@gmail.com

Date: 17/10/2025

Subject: Request for Interview with IT/System Administration Staff

Dear Sir/Madam,  
  
I am a student at Adventist University of Central Africa (AUCA), studying Software Engineering. I am doing a research project for my Computer Network course. The project is about learning how organizations set up, secure, and maintain their computer networks.

I would like to interview one of your System Administration team. The interview can be face-to-face, virtual, or through a Google Form.

After the interview, my lecturer will need a short confirmation email from the interviewee. The email should be sent to my instructor, Ins. Joshua Kayonga (joshua.kayonga@auca.ac.rw), and copy me (josephmutangana65@gmail.com).

Please allow me to conduct this short academic interview.  
  
Thank you very much for your time and support.  
  
Sincerely,

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Joseph MUTANGANA

Student, Adventist University of Central Africa (AUCA)